



CITY OF DURHAM | NORTH CAROLINA

Date: February 8, 2011

To: Thomas J. Bonfield, City Manager

Through: Theodore L. Voorhees, Deputy City Manager
Donald F. Greeley, Director, Water Management

From: Bryant J. Green, Civil Engineer III

Subject: Department of Water Management On-Call Master Service Agreement

Executive Summary:

In response to the City's Request for Qualifications for On-Call Professional Services for Water and Wastewater Treatment, Utility Infrastructure and Management Consulting Services, the Department of Water Management has received and evaluated Statements of Qualifications (SOQs) from 33 on-call professional consultants. The consultants' services augment the services of City staff on an on-call basis and assist the Department in meeting critical deadlines for: 1) system and plant rehabilitation projects; 2) services that require specialized expertise; 3) CIP project delivery; 4) collection and distribution system assessment; and 5) consulting for internal management and utility financing. The on-call services are intended for projects with anticipated design and consulting fees no greater than \$100,000.

Staff reviewed the SOQs to determine the firms' respective strengths and qualifications, and as a result selected nineteen prime consulting firms. Each of the selected firms will be required to enter into a three year term Master Service Agreement with the City. This Master Service Agreement gives the City Manager the authority to execute supplemental work agreements for \$100,000.00 or less consistent with previous On-Call Master Agreements. Supplemental agreements for services over \$100,000.00 would require Council approval.

Recommendations:

The Department recommends the City Council:

1. Authorize the City Manager to execute Master Service Agreements with 1) AECOM Technical Services of NC, Inc.; 2) Black and Veatch Corporation ; 3) Brown and Caldwell, Inc.; 4) Camp, Dresser and McKee, Inc.; 5) Dewberry, LLC; 6) Hazen and Sawyer, PC; 7) Highfill Infrastructure Engineering, PC; 8) Hydrostructures, PA; 9) Kimley-Horn and Associates, Inc.; 10) Malcolm Pirnie, Inc.; 11) McKim and Creed, LLC; 12) Minds that Work, LLC; 13) Raftelis Financial Consultants, Inc.; 14) Stearns and Wheler, PLLC; 15) URS Corporation; 16) Withers and Ravenel, Inc.; 17) WK Dickson and Co, Inc.; 18) Woolpert, Inc. and 19) The Wooten Company; for On-Call Professional Services

2. Authorize the City Manager to sign Supplemental Service Agreements for services up to \$100,000 for each project without additional Council approval

Background:

The Department of Water Management has been aggressively assessing the condition of existing water and sewer infrastructure, and developing programs and methods to rehabilitate the City's water and sewer infrastructure. The on-call consultants selected augment the services of staff by providing an additional tool to complete both the assessment of the system as well as provide design and construction administration services to make the needed upgrades. Typical examples of work are: 1) system and plant rehabilitation projects; 2) services that require specialized expertise; 3) CIP project delivery; 4) collection and distribution system assessment; and 5) internal management infrastructure and financial consulting. This is the first On-Call Professional Services program the Department of Water Management has initiated. Similar On-Call Professional Services programs exist in the General Services and Transportation Departments.

Issues and Analysis:

SOQs to provide engineering services for the next three years were solicited by the City. Thirty-three responses were received. Staff reviewed the SOQs to determine the firms' respective strengths and qualifications, and as a result selected nineteen prime consulting firms. The proposal selection teams consisted of members from the Equal Opportunity/Equity Assurance Department, Public Works Department and the Department of Water Management. Each of the selected firms will be required to enter into a three year term Master Agreement with the City. This Master Agreement gives the City Manager the authority to execute supplemental work agreements for \$100,000.00 or less consistent with previous On-Call Master Agreements. Supplemental agreements for services over \$100,000.00 will require Council approval.

Alternatives:

There are two alternatives:

1. Do not approve the recommendations and attempt to design and oversee construction of affected infrastructure improvements with City staff. City personnel do not currently have the availability or resources to design and administer the volume of projects within the timeframe required. Developing design plans internally would require additional staff for electrical and structural design as well as shift all claim liability on to City staff.
2. Do not approve the recommendations and issue the affected infrastructure improvements as separate Requests for Proposals (RFP). Under this alternative, the affected projects would possibly be combined in to larger RFPs, and issued as multiple advertisements to consultants. This process would be less efficient, requiring City staff to write multiple RFPs and review multiple consultant responses, requiring a large time commitment relative to the overall cost of the projects.

Financial Impacts:

Funds for the On-Call program will come from several sources. Once a Supplemental Service Agreement is signed for each project, a new project code will be established

and the monies transferred in. Money is budgeted in the CIP under the following codes:

Asbestos Cement Line – P0100
Enhanced Nitrogen Removal – P2130
Lake Michie and Little River Rehab – P0500
Two Inch Water Main – P0900
Water Distribution System Rehabilitation – P0B01
Water Facilities Rehabilitation – P0B09
Water-Future Supply/Source Protection – P0B03
Water Regulatory Improvements – P0B06
Sewer Collection System Rehabilitation – P2800
Wastewater Process Rehabilitation – P2510

SDBE Summary:

See Attachment A – SDBE Compliance Report